

Paris City Commission
525 High Street
Paris, KY 40361
Meeting Minutes
October 26, 2021

The Paris City Commission met in regular session at 9:01 a.m. viewable on Facebook live at www.facebook.com/cityofparisky on Tuesday, October 26, 2021.

Mayor Pro Tem, Brooks called the meeting to order, and the Pledge of Allegiance was recited.

City Clerk Stephanie Settles conducted roll call.

Present: Commissioner, Wallis Brooks; Commissioner, Holli Gibson; Commissioner, Stan Galbraith; Commissioner, Angela Roberts.

Absent: Mayor, John Plummer

Others in Attendance: Interim City Manager, Mike Withrow; City Attorney, Bryan Beauman, and City Clerk, Stephanie Settles.

Upon determining a quorum was present for the transaction of business, Interim City Manager Mike Withrow proceeded to conduct the meeting.

Approval of Minutes

Motion by Galbraith, seconded by Roberts, to approve the regular meeting minutes of the October 12, 2021, meeting. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye.

Presentation

Anna Allen Edwards, Bill Alverson, and Harry Park presented a feasibility study for the relocation of the Paris Waste Transfer Station and brownfield site remediation. The study provided potential sites, design and operation, site reclamation and many other considerations involved with the relocation. Bill Alverson read into record written support received "Pizza Wholesale of Lexington Inc., and the Jim Hunt Family and Founding Distribution of Hunt Brother Pizza are excited about this opportunity to improve our local community and are going to support the repurposing of the land by making a financial donation to the project. Tom and Erin Ferguson live in Paris and are actively involved along with many other community leaders." No action was taken.

Sharon Fields requested that the current ordinance and requirements for tiny premanufactured homes be reviewed due to the increase of installation of them within subdivisions. Andrea Lacy stated she will address at the next Planning Commission meeting.

New Business

Mike Withrow and Mike Smith met with Rumpke representatives. Mike requested time to extend the current existing contract until a new city manager is hired. The commission approved.

Commissioner Gibson discussed the City policy and procedure manual needs updated. Kentucky League of Cities quote to update the manual is \$ 6,733.00 with the ability to apply for a grant to aid with the costs. The commission approved to update the manual, setting a workshop for November 9, 2021, immediately following the city commission meeting to discuss and update internal policies before sending the manual to KLC.

Bryan Beauman discussed the Clough property needs to be subdivided and surveyed. The survey is in process and should be completed any day, once completed the purchase will move forward.

Old Business

Motion by Brooks, seconded by Galbraith, to publish an RFP to purchase a half ton truck to include lighting, marking upfit and slide out tray for the Fire Department. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Roberts, second by Gibson, approving a part time position to go to a full-time administrative position within the police department. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye.

Motion by Galbraith, seconded by Roberts, approving the hire of Margaret Taylor as a full-time administrative specialist I cashier in the utility office contingent upon passing the drug screen. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, and Gibson voting Aye.

Financials

Motion by Galbraith, seconded by Gibson, approving September financials as presented by Brad Oberlander, reflecting General Fund Revenues of \$ 2,640,906.00 with expenditures of \$ 2,434,208.00 Utility Fund Revenues of \$ 3,925,533.00 with expenditures of \$ 3,780,301.00. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, Gibson voting Aye.

Motion by Galbraith, seconded by Brooks, approving payment of invoices as presented. Motion carried by roll call vote of 4-0 with Brooks, Gibson, Galbraith, and Roberts voting Aye.

General Fund

<u>CK Number</u>	<u>Vendor</u>	<u>CK Date</u>	<u>CK Amount</u>
46913	Ats Construction	10/15/2021	453.03
46914	Bluegrass Kesco	10/15/2021	200.00
46915	Bme Inc	10/15/2021	487.00
46916	Bourbon County Sheriff	10/15/2021	1,008.77
46917	CCP INDUSTRIES INC	10/15/2021	1,060.22
46918	Central Ky Quicklube & Tire	10/15/2021	444.59
46919	Citizen Advertiser	10/15/2021	2,508.00
46920	Columbia Gas Of Kentucky	10/15/2021	77.00
46921	DAN CUMMINS CHRYSLER DODGE JEEP RAM	10/15/2021	4,007.27
46922	DATAMAX CORPORATION	10/15/2021	2,171.07
46923	Ensite Llc	10/15/2021	775.07
46924	Galls, Llc	10/15/2021	1,256.79
46925	GovHR USA, LLC	10/15/2021	6,167.00
46926	HUBBARD MECHANICAL	10/15/2021	230.00

46927	Kentucky State Treasurer-State	10/15/2021	50.00
46928	KEYSTONE MAUNUFACTURING LLC	10/15/2021	7,724.00
46929	L&W EMERGENCY EQUIPMENT	10/15/2021	34,252.18
46930	Lowes Business Acct/Syncb	10/15/2021	384.13
46931	Mechanic Masters Llc	10/15/2021	2,116.72
46932	Guy H & Karen Roussell	10/15/2021	86.50
46933	Traditional Bank, Inc	10/15/2021	11,364.92
46934	Unifirst Corporation	10/15/2021	303.37
46935	VERIZON WIRELESS	10/15/2021	2,419.95
46936	Advance Auto Parts	10/22/2021	64.64
46937	AT&T - 5019	10/22/2021	1,439.13
46938	At&t Mobility - (6463)	10/22/2021	93.40
46939	At&t Onenet Service	10/22/2021	9.00
46940	Bluegrass Office Systems, Inc	10/22/2021	33.99
46941	Bme Inc	10/22/2021	736.43
46942	CWF PRODUCTS	10/22/2021	2,500.00
46943	DAN CUMMINS CHRYSLER DODGE JEEP RAM	10/22/2021	512.33
46944	Eads Hardware	10/22/2021	1,686.09
46945	Galls, Llc	10/22/2021	206.48
46946	J&J WINDOW TINTING	10/22/2021	260.00
46947	Kentucky Uniforms, Inc.	10/22/2021	213.00
46948	Kentucky Utilities Company	10/22/2021	5,906.41
46949	KOI	10/22/2021	372.58
46950	KRONOS SAASHR, INC	10/22/2021	689.81
46951	Meade Tractor	10/22/2021	28.82
46952	Murphy Elevator Company	10/22/2021	861.18
46953	O'reilly Auto Parts	10/22/2021	19.99
46954	Office Depot Card Plan	10/22/2021	25.99
46955	Riley Oil Company	10/22/2021	7,092.41
46956	Time Warner Cable	10/22/2021	122.97

Total Claims Amount \$ 102,422.23

Utility Fund

<u>CK Number</u>	<u>Vendor</u>	<u>CK Date</u>	<u>CK Amount</u>
54604	KYMEA	10/15/2021	1,078.32
54692	KARA ATWOOD	10/15/2021	100.00
54693	COAST TO COAST KITCHEN AND BATH	10/15/2021	18.82
54694	Brownstown Electric Supply Co.	10/15/2021	4,963.64
54695	CHRIS BUSSELL	10/15/2021	75.00
54696	COREY CARR	10/15/2021	34.78
54697	CCP INDUSTRIES INC	10/15/2021	275.04
54698	Central Ky Quicklube & Tire	10/15/2021	161.92
54699	Columbia Gas Of Kentucky, Inc.	10/15/2021	86.66
54700	JAMES AND FRANCES COOPER	10/15/2021	75.00
54701	SHEVONNA COSBY	10/15/2021	100.00
54702	KAYLEA CRAMER	10/15/2021	46.64
54703	Culligan Water Conditioning	10/15/2021	153.75
54704	Ensite Llc	10/15/2021	647.93
54705	EPP-LECTRIC,INC	10/15/2021	31,748.30
54706	AURTHER AND MARY FANNIN	10/15/2021	100.00
54707	DURGA & PRAMOD GAJUREL	10/15/2021	73.69
54708	MICAH & MARIKATE GROGAN	10/15/2021	19.68
54709	HAWKINS WATER TREATMENT	10/15/2021	990.00
54710	Hayes Pipe Supply, Inc	10/15/2021	534.59
54711	IDEXX DISTRIBUTION, INC	10/15/2021	353.62
54712	ALTISOURCE SINGLE FAMILY, INC	10/15/2021	100.00
54713	BRITTANY JONES	10/15/2021	137.81
54714	HAROLD KELLEY	10/15/2021	100.00
54715	AMERICAN HAY CO. /GREG LAMBERT	10/15/2021	17.56
54716	MELINDA LEWIS	10/15/2021	74.59
54717	KAYSHEA, LLC	10/15/2021	58.94
54718	Lowe's Business Acct/Gecrb	10/15/2021	823.58
54719	JOEL MACDONOUGH	10/15/2021	100.00
54720	JAMES MCKEE	10/15/2021	73.37
54721	GALE MOTT	10/15/2021	73.84
54722	REBECCA PURCELL	10/15/2021	75.00

54723 RICHARD PURCELL	10/15/2021	50.00
54724 Rumpke	10/15/2021	156.00
54725 JESSICA SHANNON- ATTN: TAMMY SHANNON	10/15/2021	83.03
54726 SIGMA-ALDRICH INC	10/15/2021	158.95
54727 AUDREY SMITH	10/15/2021	52.98
54728 GARRY & BRENDA STITH	10/15/2021	46.76
54729 WILLIAM TOADVINE	10/15/2021	74.77
54730 Unifirst Corporation	10/15/2021	480.38
54731 TERE M VANORIO	10/15/2021	49.59
54732 VERIZON WIRELESS	10/15/2021	259.66
54733 Wesco Distribution, Inc.	10/15/2021	481.20
54734 LISA MARIE WILLIAMS	10/15/2021	100.00
54735 Arista Information Systems, Inc	10/22/2021	3,471.44
54736 At&t - 5019	10/22/2021	173.04
54737 At&t Onenet Service	10/22/2021	10.24
54738 Atlas Electric Motor Svc	10/22/2021	13,950.13
54739 Bluegrass Office Systems Inc	10/22/2021	33.99
54740 BOURBON PHYSICIAN, LLC	10/22/2021	225.61
54741 Brenntag Mid-South, Inc	10/22/2021	4,804.25
54742 Brownstown Electric Supply Co.	10/22/2021	330.00
54743 Cape Electrical Supply Llc	10/22/2021	917.50
54744 CITCO WATER	10/22/2021	2,200.42
54745 CORE & MAIN LP	10/22/2021	5,482.00
54746 Custom Metalworks	10/22/2021	290.00
54747 DAN CUMMINS CHRYSLER DODGE JEEP RAM	10/22/2021	171.45
54748 Eads Hardware	10/22/2021	650.08
54749 EPP-LECTRIC,INC	10/22/2021	44,462.81
54750 Fouser Environmental Services	10/22/2021	1,690.00
54751 GCP ENVIRONMENTAL SOLUTIONS	10/22/2021	3,587.00
54752 Great America Financial Servs	10/22/2021	69.17
54753 HAWKINS WATER TREATMENT	10/22/2021	6,469.50
54754 Hayes Pipe Supply, Inc	10/22/2021	50,390.46
54755 JAGS ENVIRONMENTAL INC	10/22/2021	2,468.00
54756 John O Smits	10/22/2021	916.97
54757 Kentucky Petroleum SUPPLY	10/22/2021	22.82
54758 Kentucky Underground Protectio	10/22/2021	348.00
54759 Kentucky Utilities Co. 2	10/22/2021	10,123.04
54760 KOI	10/22/2021	50.00
54761 KRONOS SAASHR, INC	10/22/2021	161.00
54762 KRWA	10/22/2021	1,850.00
54763 Neptune Equipment Co.	10/22/2021	3,287.17
54764 O'reilly Auto Parts	10/22/2021	5.49
54765 Office Depot Credit Plan	10/22/2021	129.74
54766 PARKER UNDERGROUND	10/22/2021	1,000.00
54767 Perfection Goup, Inc	10/22/2021	50,894.74
54768 Quill	10/22/2021	311.23
54769 Riley Oil Company	10/22/2021	1,857.70
54770 Shred-It Usa Llc	10/22/2021	136.00
54771 Southern States Lexington Coop	10/22/2021	147.24
54772 Strand Associates Inc	10/22/2021	9,630.00
54773 Time Warner Cable	10/22/2021	359.97
54774 Unifirst Corporation	10/22/2021	122.78
54775 US DEPARTMENT OF ENERGY	10/22/2021	6,835.85
54776 Usa Blue Book	10/22/2021	2,900.04
54777 Wesco Distribution, Inc.	10/22/2021	361.80
Total Utility Fund Claims		278,564.06

Brad Oberlander presented outstanding accounts payables invoices with General Fund outstanding of \$ 102,422.23 and Utility Fund outstanding of \$ 278,564.06. No action was taken.

Staff reports

Andrea Lacy, Paris Bourbon County Joint Planning Administrator

- Reviewing applicants for the hiring of a part-time code enforcement officer.
- Violations for September will be published in the next newspaper.
- Planning and Zoning 2022 schedule has been published online.

Erin Morton, Human Resources Director

- Stated with her recommendation and of the Water Distribution Department Robbie Jackson is being promoted to Foreman of the department.

Chief Thomas, Police Department

- Ask everyone to be safe downtown with Trick-or-Treat on Saturday and Day of the Dead festival on Sunday.
- Commissioner Roberts asked about the progress on the detective wing. Mike Withrow stated the project will take place in the winter months for cash flow purposes.

Motion by Brooks, second by Galbraith, approving the City to issue payment of \$ 96,000.00 Precision Rescue for the fifty percent down payment for the purchase of a new ambulance. Motion carried by roll call vote of 4-0 with Brooks, Roberts, Galbraith, Gibson voting Aye.

Bryan Beaman stated HR Affiliates review is complete relating to the Wage Survey and they approved of the methodology of the report. Discussion of the Wage Survey was added to the workshop following the November 9, 2021, commission meeting.

Brad Oberlander, CPA

- RFH audit will begin the week of November 29th they anticipate being on site for a total of 7-10 days, all other review will be done off site.

With no further business discussed the meeting moved to adjourn.

Adjourn

Motion by Galbraith, seconded by Gibson, the motion unanimously carrying to adjourn the meeting at 10:41 a.m.

Mayor, John A. Plummer

Attest:

City Clerk, Stephanie Settles